

JUS.T.I.S. Governance Council Meeting  
October 25, 2012 Minutes

Start of Meeting: 09:35 a.m.

Departments Present: Adult Probation, District Attorney, Police, Public Defender, Superior Court, Juvenile Probation, Department on Status of Women, City Administrator's Office, Emergency Management Department, Mayor's Office, Department of Technology  
Absent: Sheriff

Minutes from Prior Meetings – Approved minutes from meeting held on September 20, 2012.

From Executive Sponsor's Update:

Provided status on current MOU's being drafted:

- a) For Operations Support of Public Defender's Case Management System - Signed
- b) For Operations Support of District Attorney's Case Management System- Signed
- c) For Operations Support of Quality of Life project – Signed

The Council was informed that JUSTIS posted its RFP for Equipment for our Fail Over site.

Departments were asked to identify an additional alternate for Governance Council meetings.

From the Technical Steering Committee's Update:

The development areas with high activity for JUSTIS team members this past month continued to be focused on building Domestic Violence related reports, expanding our inter-departmental notifications within the criminal justice process, working with the District Attorney to migrate their case management system from the Hall of Justice to our production servers at 200 Paul Street, and working with the Public Defender on the final steps to get their case management system connected to JUSTIS.

There was also significant time spent finalizing and posting our Request for Proposal (RFP) for fail over equipment.

From Case Management System Updates:

Hub Activity/Server Project:

The staff has identified data related to domestic violence cases that is currently available to us, and that data is being used to develop our initial domestic violence reports.

The team is working on expanding the "notification" component of the Hub. Notification messages are now being sent to Sheriff and Adult Probation staff whenever probationers are processed at the booking counter.

The team is also working with the Public Defender on the final tasks that will allow us to connect the Public Defender to the JUSTIS Hub.

The staff worked with the District Attorney to move the production version of their case management system from the Hall of Justice onto our JUSTIS servers at 200 Paul Street.

Staff also confirmed network connectivity with the Courts and the Department on the Status of Women.

Data Portal for Status of Women:

On December 5th there will be a combined meeting with the Police Commission and the Board of Supervisors related to Domestic Violence issues..

#### Juvenile Probation:

Juvenile Probation indicated that they are monitoring their recently installed assessment software, called Detention Risk Instrument (DRI). The program provides a way to determine whether a juvenile should be held in detention or dealt with in another manner. So far the system is operating smoothly and effectively.

#### District Attorney:

Now that the DA has migrated their case management system to JUSTIS equipment at 200 Paul Street, the DA has started working with the JUSTIS to establish bi-directional message sharing between their case management system and JUSTIS.

#### Public Defender:

The Public Defender is working with the JUSTIS team to complete the testing of their connection between JUSTIS Hub and their case management system. Data cleanup is the last remaining step.

#### Police:

The Police reported that they were in the processing of adding a 9th Oracle contractor to the third phase of their Crime Data Warehouse (CDW) project. The goal is to move forward on Case Tracking, Geo Mapping, a true Web Portal, increasing Security, creating a true data warehouse with Business Intelligence capabilities and migrating to their Oracle database appliances.

#### Superior Court:

The Courts worked with the Department of Technology to establish network connectivity with JUSTIS.

#### Adult Probation:

Adult Probation has been meeting with their case management system vendor and the third-party vendor that will develop their application interface to JUSTIS.

#### Quality of Life Project:

The project is now in production.

#### New Business:

The Committee was informed that they need to determine who should be notified when a person serving a Court assigned probation is being booked by the Sheriff. A special working session on this subject will be scheduled with both IT and subject matter experts.

End of Meeting: 10:13 a.m.